



## Decision Memo

### Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: May 20, 2025

MinuteTraq (IQM2) ID #: \_\_\_\_\_

Department Requisition #: 922020/5866-1

Requesting Department: ETSB	Department Contact: Eve Kraus
Contact Email: etsb911@dupagecounty.gov	Contact Phone: 630-550-7743
Vendor Name: AT&T, Inc.	Vendor #: 10008

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

Request for Change Order #5 to AT&T Inc. Purchase Order 922020/5866-1 to extend the contract expiration date based on the cutover dates to NG911 of September 17, 2024 for the ACDC PSAP and October 22, 2024 for the DU-COMM PSAP and adjust account codes in the County Finance software. There is no monetary change being made to this contract.

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The start date for the three (3) year maintenance term is based on the cutover dates of the Public Safety Answering Points (PSAPs) to Statewide NG911 network. The three years of maintenance for ACDC will expire on September 17, 2027 and for DU-COMM on October 22, 2027. This change order will extend the contract expiration date from November 24, 2025, as originally contracted in 2022, to October 22, 2027. This change order will also adjust the maintenance line account codes from 4000-5820-53807 to 4000-5820-53806 to align with the County's expenditure manual.

#### Strategic Impact

Financial Planning

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

Extending the contract term and adjusting the account codes will allow for the annual payment of maintenance invoices.

**Source Selection/Vetting Information** - Describe method used to select source.

The original contract was vetted via a RFP. This is an extension of the contract to account for the three (3) years of annual maintenance.

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve Change Order #5 to allow for the contract extension and change of account codes for payment and accounting of contractual obligations.
2. Deny Change Order #5.

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

There is no monetary change being made to this contract.